

**Karner Blue HCP  
Implementation Oversight Committee (IOC) Meeting  
August 9, 2006  
9:30 a.m. - 2:30 p.m.  
Sandhill Wildlife Area - Babcock**

**MINUTES**

**Members Present: Bob Hess, Dave Lentz, Gary Birch, Matt Krumenauer, Joel Aanensen, Jody Gindt, Ursula Pedersen, Steve Richter, Joe Henry (recorder)**

**1. Anti-Trust Statement**

Dave opened the meeting by reading the Anti-Trust Statement.

**2. Approve minutes from 5-17-06**

Minutes were reviewed and a motion was made to approve the May 17, 2006 minutes by Gary it was seconded by Joel. The motion stands approved.

**3. Review action items from previous meetings (see next page)**

**4. GIS contract and DNR HCP staffing changes: announcements**

Dave reviewed the changes in staffing for DNR HCP staff. Joe Henry was hired as the new HCP data manager and Bob Hess was hired as the new KBB Recovery Coordinator. The Recovery Coordinator position is supported by the DNR, Bureau of Endangered Resources.

**5. IOC Administrative Issues**

- IOC procedures & processes: presentation, discussion and direction.
  - IOC approval/decision procedures (carry over to next meeting)
  - IOC funding oversight and management (carry over to next meeting)

Dave opened by reminding the group that the initial conversation that DNR had with the FWS regarding permit renewal lead us to the initiation of the five-point plan. This plan came about due to permit extension conversations with the FWS and commitments, costs and constraints associated with that process. In light of this, and the extensive changes that the HCP will be facing, providing continuity within the IOC (particularly IOC Chair) and the partnership is crucial so that progress can continue to be made on the 5-point plan. Dave expressed concern that the current term for the IOC chair is up in September and that many of the current IOC representatives have already served as chair or aren't comfortable enough at this point to take on this responsibility. Matt Krumenauer, the current chair is doing a great job, has support from his supervisor and is willing to continue in this position for a second term.

Ursula commented that each entity group should make an effort to send a second (alternate) person along with the current IOC representative so that knowledge can be passed on within each group as turnover happens. Jody stated that for County Forests' it boils down to dollars and the administrators are hesitant to release additional employees for this kind of commitment. Gary suggested that we would have a much better idea of what the IOC would look like in six months and changes could be made then to restructure the IOC.

Gary motioned that the IOC representatives should be allowed to serve 2 consecutive 2-year terms as chair. Joel seconded the motion, the motion stands approved.

- IOC Workload: Is IOC meeting schedule sufficient? Discussion/decision.

Matt commented that workload limits are changing (increasing) for DNR and partnership as the five-point plan is moving forward. In light of that, are quarterly meetings sufficient for the IOC to complete the workload or should the IOC meet more often to reduce the work load? It was agreed that additional meetings should be scheduled, the first of which will be October 24, 2006. The original November 8<sup>th</sup> meeting will be replaced with a meeting in December.

- IOC terms: proposed amendment: Discussion/decision.
- Announce IOC representative changes and roster effective September 27, 2006  
Waiting for some confirmations.
- Select IOC Chair for term beginning September 27, 2006  
Not done.
- Compliance Audit Report findings and IOC issues

Dave summarized the audit report, and found that there were no major problems with any of the partners. The main issues were communication errors/breakdowns as a result of employee turnover.

## 6. Guideline Repackaging and Improvement Team (GRIT)

### Progress, comment and approvals

- HCP Operator's Manual: Layout, Organization and Terminology  
Discussion, comment and direction

Joe explained the work that's been done by the FRIT Team on repackaging G' and P's. Guidelines Flow chart concept was introduced and the group that the direction GRIT is taking the process is great. Dave commented that for protocols, the whole document is a protocol, so subheading II should be changed from *Protocols* to *Conservation Measures* so that we can avoid redundancy and confusion. Dave described the process of taking drafts to final document. Most are already near final form because we are not changing information. Egg salvage and habitat mitigation, and burning have gone through significant changes and need FWS approval before they are finalized.

- Review current management guidelines and protocols.  
Discussion, comment and direction

## 7. Streamlining Meeting DNR & FWS 8/24-25: Preparation and direction

- **FWS approval action item findings (follow up action from HCP 6-month review)**

Dave reiterated that after the April 11<sup>th</sup> 6-month review meeting regarding SHCA changes and FWS approval that changes can be made between DNR and the partner. Minor amendments to the HCP can be made between DNR and FWS without an amendment being made. A defined amendment process will be established with the FWS that will document what kinds of actions or issues that require an amendment process to be initiated.

- **Issue briefs:** Discuss and provide guidance to DNR on HCP processes and protocols in the issue briefs sent out previously.

Dave asked for feedback about specific issue briefs, everyone agreed that what has been done so far looks great and to proceed with additional work.

## 8. KBB Fund Financial Report

- **Treasurer's Report**

Current balance is \$4760, an additional ~\$10,000 will soon be available via new partner inclusions.

- **Update on Natural Resource Foundation KBB Fund**

Dave followed up on the question regarding how/why much money is subtracted from the NRF account. The deductions are based on the deposits....anything else??? Steve asked who would make

the decision(s) as to how the money was spent. Matt stated that the decisions are made by the IOC and that proposals would be drafted from the committee.

## 9. Inclusion updates

Cathy will be sending out certificates of inclusion soon, so Dave will be billing new partners in the near future.

- **Plum Creek Timber**

Received their certificate. [Post meeting correction: CI was believed to be “in the mail”, but in fact has yet to be acted on by the FWS. By D.Lentz, 8-29-06]

- **Oakdale Electric Cooperative**

Finished, CI should be in the mail from FWS

- **Adams Columbia Electric Cooperative**

Waiting on a signature from ACEC Vice President.

- **Dairyland Power**

Dave needs to put together a sample SHCA based on what they do.

- **We Energies blanket SHCA**

WE Energies would like a blanket SHCA to incorporate all subsidiaries in the future, not an urgent process to start so it is low on Dave’s list.

## 10. Closing

- Summarize Action Items
- Plan next meeting - October 24 at Sandhill or Schmeekle
- Evaluate this meeting

### Action Items:

Joe: Send word documents to IOC for review.

Joe: Reserve space for next meeting location.

Matt & Joe: work on IOC approval procedures; Dave to draft funding oversight and management procedures.

IOC Group: Review specific Guidelines/Protocols and send to Joe.

Dave: resend Kbb model presentation link to IOC, especially Bob and Ursula.

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## ACTION ITEMS FOR REVIEW (for agenda item #3)

### Karner Blue HCP Implementation Oversight Committee (IOC) Meeting May 17, 2006

#### ➤ Review results of April 11, 2006 HCP 6-month Review Meeting

- Review discussion items, decisions and next steps

Dave commented that the service was open to the possibility of redefining the high potential range based on KBB predictive model. We would call the new boundary the high probability range. The service did ask that we provide absence data to support the model to demonstrate that we did do surveying in the areas that the model suggests are

poor for Karners. Ideally, we would like to have some changes made quickly so that we would see direct impacts on the amount and areas where surveying would occur during the 2006 growing season. This possibility may not happen this field season since the HCP Data Mgr. position was recently vacated.

Matt commented that Rebecca Schroeder from DNR-ER was present and she indicated that they will be hiring a recovery coordinator to help with defining how the recovery process will begin/happen.

Matt reviewed how the guideline repackaging team is going about revising the guidelines. An outline table was presented. The primary way we have decided to group things is by management type and by partner group. Matt also asked if everyone thought that this was a good way to organize the information. Ursula commented that she thought that it was a very good way to organize everything. For the review of guidelines and protocols, the IOC preferred electronic copies.

Sample protocols shared combined recommended and required practices.

**Action Item:** Joe to separate required items from the recommended items in each of the protocols currently written. All newly formatted protocols will separate these items.

**Done**

**Action Item:** Dave to send Kbb model presentation link to all partners.

**Done** but send again to Ursula and Bob, check with Ted to see if link still works.

**Action Item:** Dave to send his GIS map exercise to all partners.

*[Following action items will be carried over to other items in today's agenda.]*

➤ **For Agenda Item #5**

**Role of IOC in approving amendments and other IOC administrative and oversight processes**

A table of IOC activities taken from the IOC section of the HCP was reviewed. It was agreed that some activities should continue to occur spontaneously; procedures would be developed for some as they applied; and procedures would be drafted up front for IOC approval process and overseeing and planning funding.

**Action Item:** Matt & Joe to work on IOC approval procedures; Dave to draft funding oversight and management procedures. **Not Completed.**

**For Agenda Item #7**

**Follow up to April 11 HCP 6-month review meeting: Amendment approval decision.**

Following the meeting Jimmy Christenson reviewed the HCP and associated documents to clarify who needs to approve what types of changes.

- SHCA changes are between the partner and the DNR. FWS does not have to be involved in this approval process. DNR to report changes annually.
- HCP Amendments can be agreed on by FWS & DNR and changes can be made to guidelines, protocols, etc. without amending the HCP itself. Approvals can therefore happen less formally and quicker than through a formal HCP amendment process. This less formal

process will still require sufficient and appropriate documentation. DNR & FWS will work through this with upcoming examples.

➤ **For Agenda Item #7**

**Re: specific changes in the 5-point plan: Dave to draft a plan and send it to the IOC for input prior to March 28<sup>th</sup>.**

Not done. Dave drafted several issue papers on proposed changes, which were shared with the FWS at the HCP 6-month Review meeting. IOC had inputted to the drafting of the briefs, so they should reflect the perspective of the partners.

**New Action Item: Dave will distribute same briefs to IOC. As remaining “change items” briefs are discussed by the IOC, Dave will draft and distribute additional issue briefs and proposed amendments to effect the changes.**

➤ **For Agenda Item #8**

**KBB Fund Financial Report**

**Update on Natural Resource Foundation KBB Fund and IOC oversight role**

There was discussion on the high fund maintenance fee by NRF and confusion about the way the fee is levied.

**Action Item: Dave will check with NRF to determine what percent of our money is taken out of the account and how often it is deducted? Once over \$10,000, ensure NRF switches to higher interest MM account.**

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